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|  |  | Department of Politics and  Public Administration  Universitätsstraße 10  D-78464 Konstanz  Tel +49 7531 88 - 4150  praktika.polver@uni-konstanz.de  www.polver.uni-konstanz.de |
| Internship  Acknowledgment Form Guideslines |
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Dear students,

the attached ‘Internship Acknowledgement Form’ is a required document for the allocation of 30 ECTS following the completion of your six-month mandatory internship (or internships). In this regard, the following points must be considered:

* The ‘Acknowledgement Form’ can only be turned in once the corresponding ‘Final Report’ has first been uploaded to the online database.
* With multiple internships, all corresponding ‘Final Reports’ should be turned in simultaneously.
* Only the original versions of the ‘Final Report’ that include signature and stamp of the employer will be accepted. Copies or faxes cannot be accepted.

Thank you!

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| Internship  Acknowledgment Form |
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| 03.06.2023 | | |

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| **Details of the organization Details of the student**  Name: Name:  Address:  Student ID:  Phone: Email:  Email:  Website:  (dd.mm.yyyy)  (dd.mm.yyyy)  The internship lasted from until .  20  **Semester**: Summersemester / Wintersemester  20 The main duties and activities included (use an additional and separate sheet if necessary): Konstanz,  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dep. of Politics and Public Administration  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date, Stamp and Signature of Employer Signature of Student |